



Office of the Principal
A. B. N. Seal College, Cooch Behar
Government of West Bengal
P. O. & Dist. Cooch Behar, Pin: 736101 (W. B.), India
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Memo No. 254/24

Date: 27.06.2024

NOTICE INVITING TENDER
NIT NO: WBHED/ABNSC/NIT-03/2024-2025

TENDER NOTICE INVITING QUOTATIONS FOR ENGAGEMENT OF FIRM / AGENCY FOR DESIGNING, INSTALLATION AND COMMISSIONING OF INTEGRATED COLLEGE DATA MANAGEMENT SYSTEM AND WEBSITE UP GRADATION FOR A.B.N. SEAL COLLEGE, COOCH BEHAR, WEST BENGAL, PIN-736101

Sealed Tenders/ Quotations are hereby invited by the Principal, A.B.N. Seal College, Cooch Behar from reputed Firms/ Agencies / Manufacturer/ Authorized Dealer for the supply and installation of the following project:

SL No.	Name of the Project
1.	Designing, installation and commissioning of Integrated College Data Management System and Website Up gradation for ABN Seal College, Cooch Behar for the FY 2024-2025.

Interested parties may follow the instructions as given below for submission of their tenders in online mode. **Price should be quoted in INR currency inclusive of all taxes.**

Eligibility for submitting tender:

Bonafied, reputed, professional and Government registered Firms/ Agencies having valid PAN card in the name of the company, copy of form of Income Tax return for the last three financial years, Audited financial Statements for last three years, GST Registration Certificate, Papers bearing company details (e.g. company registration certificate, partnership deed, company bylaws etc.), Self-certification regarding sufficient number of technically qualified personnel in the field of ERP implementation in higher educational institutions, Self-declaration of ineligibility of corrupt/ fraudulent practices/ blacklisted with Government/ Public Sector unit/ Educational organization and considering the nature of work having experience of performing similar nature of works/ services to at least 05 (five) reputed Govt. and Govt. aided Colleges under the Department of Higher Education, Govt. of West Bengal or Higher Educational Institutions of National Importance

Scope of the Work

Four independent but inter-related parts envision following objectives from this project: Cloud-based ERP solutions for College Management Systems using state-of-the-art open-source technologies along with integration of academic and general administration modules with the Online Fee Collection Solution and should have features/ specifications involving but not limited to:

PART A:

- Student Information Management
- System for collection and analysis of Feedback from different Stake holders.
- Online and Offline Fees Payment.
- Legacy Data Entry Support for last 5 years from the date of inception of the management software.

PART B:

- Online UG and PG Admission.

PART C:

- Store and Inventory/Asset Management with financial accounting.
- Legacy Data Entry Support for last 5 years from the date of inception of the management software.

PART D:

- Responsive and dynamic website with SSL hosting, unlimited bandwidth, 100 GB Storage on VPS or dedicated server on Linux platform and 8GB RAM.

It is mandatory on the part of the bidder to make provisions in their proposals for Annual Maintenance of the above-mentioned projects as a whole.

The College Management Software shall be Browser enabled LAN, WAN & WEB based Multi-User and Unicode Supported Multi-Lingual system.

Credential Criteria

- The Bidder should have provided similar nature of works/ services to at least 05 (five) reputed Govt. and Govt. aided Colleges under the Department of Higher Education, Govt. of West Bengal or Higher Educational Institutions of National Importance. Duly certified copies are to be enclosed.
- Especially for PART B, the Bidder should have experience of conducting online UG and PG admissions for 04 (four) academic sessions consecutively within West Bengal.
- Successful bidder must ensure his/her establishment in West Bengal for post-installation services and support.

I Terms and Conditions


1. The Bidders are allowed to place their proposal **for all of the four parts (considered as a unit)** of the above-mentioned project. **The Commercial Proposal Evaluation will be based on the "Total Cost" which would be the total pay-outs including all taxes, duties and levies for "Designing, installation and commissioning of Integrated College Data Management System and Website Up gradation for ABN Seal College, Cooch Behar "**.
2. Quotation price should not exceed Rs.60,00/- inclusive of taxes.
3. The completed installation at all stages shall be subjected to checks and tests as decided by Purchaser, in this case, the Principal, ABN Seal College, Cooch Behar. The firm/agency shall be liable to rectify all of such defects as discovered during these checks and test and make good all deficiencies brought out. The complete installation shall be taken over finally on successful commissioning in entirety.
4. The bidders are to deposit the tender papers on company letter pad.
5. Scan copy of form of Income Tax return for the last three financial years, Copy of valid PAN card in the name of the company, Audited financial Statements for last three years, GST Registration Certificate, Papers bearing company details (e.g. company registration certificate, partnership deed, company bylaws etc.), Self-certification regarding sufficient number of technically qualified personnel in the field of ERP implementation in higher educational institutions, Self-declaration of ineligibility of corrupt/ fraudulent practices/ blacklisted with Government/ Public Sector unit/ Educational organization, Authenticated copy of proofs as mentioned in "Credential Criteria" are to be submitted along with application for tender.
6. The bidder has to provide full maintenance of the software for 2(two) successive years from the date of installation. The current year i.e. the year of installation at free of cost and the very next year through Annual Maintenance Scheme.
7. The Annual Maintenance Charge (applicable after 1 year from date of installation) for the software must not exceed 20% of the Software Purchase Price.

8. The bidders have to provide a demonstration in physical/virtual mode (date and time will be notified through email at least 5 days in advance) of the software to the appropriate Authority before preparation of comparative statement and issue of work order.
9. If a bidder does not participate in the software demonstration, his/her price quotation will be rejected.
10. The successful bidder will be decided on the basis of performance in software demonstration and lower quoted price.
- 11. In case two or more technically qualified firms quote the same lowest price, i.e. more than one L1, then, the firm with superior credentials shall be awarded the contract.**
12. Rate to be quoted inclusive of all charges. No other charges other than the contractual amount will be entertained.
13. No Conditional / incomplete rate will be accepted under any circumstances.
14. The tender bid will be outrightly rejected if it comes to the notice of the tender inviting authority during scrutiny that the credential or any other paper of a tenderer is fabricated etc.
15. Any Optional item quoted by the supplier will not be entertained.
16. Canvassing in any form will lead to disqualification of the bid.
- 17. The Purchaser reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids, at any time prior to award of contract without assigning any reason whatsoever and without thereby incurring any liability to the affected bidder or bidders on the grounds of purchaser's sanction.**
- 18. The Purchaser reserves the right to schedule the initiation/ commencement/ implementation of the project, part-wise or as a whole, without assigning any reason or explanation whatsoever and without thereby incurring any liability to the affected bidder or bidders on the grounds of purchaser's sanction.**
19. Payment of bills on its production will be made after successful completion of requisite services as per availability of fund from Govt. of West Bengal and through IFMS portal.
20. The Annual Expense will be paid on a yearly mode after 1 year from date of installation.
21. All quotations shall remain valid up to 31st March, 2025.

22. The agency must be prepared to take up the work within seven (07) days from the date of issue of work order and must complete the work within twenty-one (21) days from the date of issue of work order.

II. Date and Time Schedule of the tender:

Sl. No.	Particulars	Date & Time
1	Tender publishing date	29.06.2024
2	Bid submission start date	29.06.2024
3	Last date of submission of quotations	11.07.2024
4	Date and time of opening of Quotations	12.07.2024(at 3p.m.)


Principal
A B N Seal College
Cooch Behar
Principal
A.B.N. Seal College

ANNEXURE I

FURNISHING BASIC INFORMATION

(To be furnished in the Company's official letter pad)

1	Name of the Bidder	
2	Address for Communication	
3	Contact Number(s)	
4	E-mail ID	
5	Trade License No. (Please enclose copy of Trade License)	
6	PAN (Please enclose copy of PANCard)	
7	GST No. (Please enclose copy of GST)	
8	Do you have previous experience for doing these projects at Educational Institute of Higher Learning (Please enclose copy if yes)	Yes/No (Please put tick mark)
9	Annual Turnover as per Audited P/L ACCOUNTS & BALANCE SHEET	FY 2021-22: Rs..... FY 2022-23: Rs..... FY 2023-24: Rs..... Average Annual Turnover: Rs.....

I hereby declare that the above information is true and correct to the best of my knowledge and belief. In case of any false/wrong/misleading information, I shall be bound to take the decision taken by the College.

Signature of the bidder
(with seal)